

## **Harrisonburg Transportation Safety & Advisory Commission's Bicycle & Pedestrian Subcommittee**

- The Bicycle & Pedestrian Subcommittee is an advisory committee with the following duties:
  - To advise City staff and Transportation Safety & Advisory Commission on bicycle and pedestrian related matters,
  - To assist in implementation and achieving the goals of the City Bicycle & Pedestrian Plan,
  - To work with the City to achieve safe bicycle and pedestrian connectivity for all citizens,
  - To solicit input and feedback from community members and local advocates on bicycling and pedestrian matters,\* and
  - To serve as the body through which the update of the City Bicycle & Pedestrian Plan takes place (approximately every five years as the Comprehensive Plan is updated).

\*Note: The Bicycle & Pedestrian Subcommittee is advisory and not an advocacy group

- Membership:
  - 5-7 citizen members, at-large.
  - Members appointed by TSAC by application and will be invited by the TSAC Chair.
  - Members to represent a diverse cross-section of the bicycling, pedestrian, and non-motorized transportation community.
  - Members may be removed by TSAC for missing three or more consecutive meetings.
  - The Chair will be selected by the Subcommittee members at the beginning of each term.
- Terms
  - Members shall have three-year terms. These terms will be staggered in order to avoid a disproportionate number of terms expiring in the same year. No more than three members shall be appointed to the same three-year term, and only one such cohort of three members shall exist at any time.
  - Terms shall be from January 1<sup>st</sup> to December 31<sup>st</sup>. Persons appointed to fill unexpired terms or partial terms shall serve from the date of appointment until December 31<sup>st</sup> of that term. Members shall serve until their replacement is appointed.
  - Members whose term is expiring may reapply.
  - Applications for expiring terms shall be available on/around October 1, applications due on/around November 1, TSAC to review applications at December meeting and may vote at their December or January meeting.
- Meetings
  - Meetings every two months, starting with January.
  - Meetings will be open to the public and public attendance will be encouraged. Encourage Parks & Recreation, Planning & Community Development, Harrisonburg

Police, James Madison University, Eastern Mennonite University, and Rockingham Co. representatives to attend meetings.

- A quorum shall be a majority of the voting members. A quorum must be present before any vote is taken.
- Should a vote result in a tie, in an instance where the vote is decisive (as opposed to being advisory to TSAC or staff), the TSAC Chair may break the tie or the motion may be tabled until the following meeting at which it could be considered again with the TSAC Chair present should the vote of Subcommittee members result in a tie. In either case, the Chair must be in attendance in order to break the tie.
- Meeting agendas and summaries will be posted online at <https://harrisonburg-va.legistar.com/Calendar.aspx>

Approved by Transportation Safety & Advisory Commission on December 8, 2021.